

# ESG Data



## Environment

### Environmental policy

Under its medium- to long-term vision, “Become a Circulation-Creating Company,” the Ricoh Leasing Group is pursuing initiatives to reduce the environmental burden it generates through its own business activities, contributes to the realization of a decarbonized society and a recycling-oriented society through its corporate activities and aims at building a sustainable society.

- Through the development and offering of environmentally friendly products and services, the Group will contribute to the realization of a decarbonized society.
- The Group will also contribute to the realization of a recycling-oriented society by appropriately managing equipment handled by the Group and promoting the 3Rs (Reduce, Reuse and Recycle).
- The Group will take steps to reduce its environmental footprint through the conservation of energy and resources in its business activities, control and prevention of contamination, green procurement, etc.
- The Group will comply with environment-related laws, regulations, etc. and link SDGs and other social requirements with corporate activities.
- To advance its environmental initiatives, the Group will endeavor to continuously improve its management system and activities.
- The Group will ensure that all stakeholders know of, and are informed about, its environmental policy and will proactively disclose its environmental initiatives.

Revised in December 2020 Ricoh Leasing Company, Ltd.

### Environmental management

The Ricoh Leasing Group has built and operates an environmental management system (EMS) in accordance with the International Standard (ISO 14001), seeking to promote environmental management based on its corporate philosophy and environmental policy as well as the environmental

strategy of the Ricoh Group. The ISO 14001 certification was acquired by the Company in 2001, and the Ricoh Group acquired integrated certification in 2014.

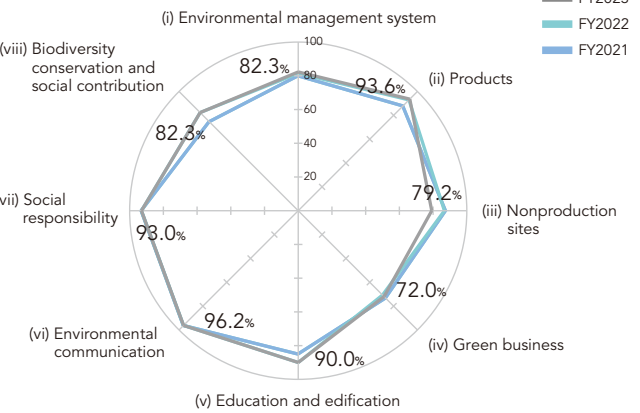
### Environmental management evaluation system

The Company inspects its own environmental management from various aspects using a unique environmental management evaluation system. The system is used as a tool to ascertain the Company's position in relation to its environmental contribution and burden with respect to its business activities and develop medium- to long-term environmental targets and fiscal year policies. Evaluation results for fiscal 2023 are as shown below.

With regard to (ii) products, this increased due to a 3.4% increase in the lease equipment collection rate over the previous year. As for (iv) green business, this increased by 1.3 points due to an increase in executed contract volume for solar power generation and other environment-related businesses. In (iii) nonproduction sites, however, though CO2 emissions were reduced, waste increased due to increased sales activities and other factors, resulting in a point decrease.

Based on these results, in fiscal 2023, we will continue our efforts to contribute to the environment through our businesses, aiming to increase the execution volume of environment-related contracts in (iv) green business, and to reduce waste, an initiative related to (iii) nonproduction sites.

### FY2023 environmental management evaluation results



Percentage of marks = $\frac{\text{Mark}}{\text{Full marks}} \times 100\%$		Total percentage of marks	Level
Full marks: 1,000 marks		2023	85.6% AAA-
Each of the numbers surrounding the radar chart indicate percentage of marks for FY2023.		2022	86.1% AAA-
		2021	84.2% AAA-
Level	Total percentage of marks	Level	Total percentage of marks
AAA	≥90%	B	≥30%
	≥80%		≥20%
AA	≥70%	C	≥10%
	≥60%		≤9.9%
A	≥50%		
	≥40%		

Overall percentage score

85.6%

### Environmental targets and actual results in FY2023 Scope of report: Ricoh Leasing Company, Ltd.

The introduction of eco-cars improved fuel efficiency and energy conservation activities helped to reduce electricity usage, and we were therefore able to achieve our CO<sub>2</sub> emission reduction target for fiscal 2023 (730 t-CO<sub>2</sub>). On the other hand, we did not achieve our resource conservation target due to office relocation and other factors, which caused increases in waste and paper consumption.

Environmental purpose	Environmental target	KPI	Target value	FY2023 results
Environmental burden reduction in business activities	Promotion of energy conservation	CO <sub>2</sub> emissions	730 t-CO <sub>2</sub>	720.7 t-CO <sub>2</sub>
		Electricity use	No more than 708,000 kwh	700,669 kwh
		Hours of use of air conditioning	Daytime: 84,000 Night hours and holidays: 2,000	Daytime: 90,138 Night hours and holidays: 2,016
		Use of gasoline	No more than 120 kl	111.5 kl
		Fuel consumption improvement	22.0 km/l	21.2 km/l
	Resources conservation	Emissions	No more than 30 t	35 t
		Reduction in paper purchases	No more than 3.90 million sheets	4.17 million sheets
		Rate of reduction	No less than 20.0%	20.3%
Promotion of 3Rs	Appropriate collection of leased assets	Lease equipment collection rate	74.0 %	71.8 %

### Environmental data

		Unit	FY2020	FY2021	FY2022	FY2023	Remarks (coverage, tabulation method)
Violation of environment-related laws and regulations		Cases	0	0	0	0	
GHG (CO <sub>2</sub> ) emissions	Total	t-CO <sub>2</sub>	1,432,690	971,115	1,008,152	1,012,243	
	Scope 1	t-CO <sub>2</sub>	277	292	276	331	
	Scope 2	t-CO <sub>2</sub>	599	473	189	211	
	Scope 3	t-CO <sub>2</sub>	1,431,814	970,350	1,007,687	1,011,701	
GHG (CO <sub>2</sub> ) emissions: Intensity							
		Scope 1+2	2.68	2.52	1.56	1.75	Per 1 billion yen of sales
		Scope 3	4.39	3.19	3.37	3.28	Per 1 million yen of sales
Waste output		t	348.8	359.0	324.9	321.5	RL Group
Waste output: Intensity			1.07	1.18	1.09	1.04	Per 1 billion yen of sales
Waste output excluding valuable resources		t	199.2	233.7	182.3	127.4	RL Group
Waste recycling rate		%	95.0	93.7	92.6	93.7	Non-consolidated basis (RL)
Water use		m <sup>3</sup>	7,067	5,340	5,160	6,277	Includes only Techno Rent; 16 sites
Water use: Consumption rate			21.66	17.57	17.26	20.36	Per 1 billion yen of sales
Paper use		Thousand sheets	664.5	525.3	628.5	630.2	RL Group
GHG (CO <sub>2</sub> ) emissions Scope 3 emissions for each category	Cat 1	t-CO <sub>2</sub>	906,258	718,140	737,697	715,467	
	Cat 13	t-CO <sub>2</sub>	490,424	242,071	258,617	254,609	
Recycling rate of Ricoh products upon termination of lease contracts		%	99.8	99.7	99.8	99.9	
Recycling rate of products other than Ricoh products upon termination of lease contracts		%	85.9	87.8	86.2	85.7	



# Social

## Environmental accounting

The Ricoh Leasing Group calculates environmental accounting items and analyzes the cost-benefit performance of environmental conservation Scope of report: Ricoh Leasing Company, Ltd. (excluding consolidated employees) activities, in order to promote environmental management. Results of analysis are used for decision-making, etc., in environmental management.  
Period covered: April 1, 2023–March 31, 2024 Scope of tabulation: Ricoh Leasing Company, Ltd., Techno Rent Co., Ltd.

1

Environmental conservation cost

(Million yen)

Classification	FY2022		FY2023		
	Environmental investment	Environmental expenses	Content of major initiatives	Environmental investment	Environmental expenses
Costs within business premises	17.81	10.65	–	10.53	12.12
Global environment conservation cost	16.88	9.46	Energy conservation (computer replacement, etc.)	9.65	11.07
Resource recycling cost	0.93	1.19	Resource saving (reduction of paper use, etc.)	0.88	1.05
Upstream and downstream cost	0.00	503.89	Expenses for collection, disposal, etc. of equipment upon termination of lease contracts	0.00	541.02
Cost for management activities	0.00	66.39	Cost for environmental activities, integrated report production expenses, EMS (Environmental Management System) accreditation expenses, etc.	0.00	72.05
Social activities cost	0.00	9.92	The Green Donation, etc.	0.00	9.89
Environmental remediation cost	0.00	0.00	–	0.00	0.00
Total	17.81	590.85	–	10.53	635.08

2

Environmental conservation effect

Item	FY2022	FY2023
	Environmental burden reduction	Environmental burden reduction
CO <sub>2</sub> emissions (t-CO <sub>2</sub> )	299.1	23.0
NOx emissions (t)	0.045	0.048
Final waste disposal (t) (excluding Techno Rent Co., Ltd.)	(0.25)	0.04
Reduction in paper use (vs. previous year, thousand sheets)	(22.19)	(2.38)

3

Economic impact

(Million yen)

Classification	FY2022	FY2023	
	Monetary effect	Content of major initiatives	Environmental investment
Costs within business premises	0.11	–	2.33
Global environment conservation cost	(0.56)	Energy conservation (reduction in gasoline, electricity use, etc.)	1.84
Resource recycling cost	0.67	Resource saving (reduction of paper use, etc.)	0.49
Upstream and downstream cost	6,253.7	Proceeds from sale of equipment upon lease contract termination	6,260.8
Cost for management activities	0.00	–	0.00
Social activities cost	0.00	–	0.00
Environmental remediation cost	0.00	–	0.00
Total	6,253.8	–	6,263.1

4

Environmental burden

Item	FY2022	FY2023
	Total volume	Total volume
CO2 emissions (t-CO2)	465.0	542.0
NOx emissions (t)	1.31	1.26
Final waste disposal (t) (excluding Techno Rent Co., Ltd.)	2.27	2.23
Volume of paper use (thousand sheets)	619.61	630.23
Waste emissions (t)	320.44	345.16
Non-industrial waste (t)	33.02	39.46
Industrial waste (t)	287.42	305.7

5

Environmental management indicators

Indicator	FY2022	FY2023
Ratio of eco profit: $\frac{\text{Economic impact}}{\text{Environmental conservation cost}}$	10.58	9.96

### Environmental accounting review

#### 1. Environmental conservation cost

Environmental expenses increased by 45 million yen from the previous year to 635 million yen, as costs within the business area rose due to the introduction of eco-cars and replacement of computers and higher upstream/downstream end-of-lease collection costs due to enhanced collection efforts.

#### 2. Environmental conservation effect

Although energy consumption increased due to increased sales activities and an increase in the number of Group companies, this was offset by emissions credits from renewable energy sources, resulting in a 23.0 t-CO<sub>2</sub> reduction compared to the previous year.

#### 3. Economic impact

We recorded 1.84 million yen for global environmental conservation effects from energy conservation in electricity, gasoline, and others. The resource recycling effect, which accounts for the amount saved by using double-sided and consolidated printing of paper, was 490,000 yen, and the economic impact within business premises increased by 2.22 million yen over the previous year.

#### 4. Environmental burden

This is as stated in “2. Environmental conservation effect.”  
\* Experienced increase in waste due to office relocation/new office establishment/etc.

#### 5. Environmental management indicators

The ratio of eco profit in fiscal 2023 decreased slightly from the previous fiscal year due to an increase in upstream and downstream costs as a result of strengthening 3Rs.

### Scope of report: Ricoh Leasing Company, Ltd. (excluding consolidated employees)

	Unit		FY2020	FY2021	FY2022	FY2023	Remarks (coverage, data tabulation period, tabulation method)
	Total	Persons					
Number of employees	Total	Persons	963	1,025	1,054	1,105	As of end of fiscal year
	Male	Persons	503	538	555	573	
	Female	Persons	460	487	499	532	
Number of employees on a consolidated basis	Total	Persons	1,156	1,227	1,588	1,641	As of end of fiscal year
Average age	Total	Years old	40.7	40.8	41.1	41.3	As of end of fiscal year
	Male	Years old	43.0	43.0	43.3	43.7	
	Female	Years old	38.3	38.4	38.7	38.8	
Length of service	Total	Years	13.7	13.4	13.7	13.5	As of end of fiscal year
	Male	Years	15.4	14.8	15.2	14.8	
	Female	Years	11.6	11.7	12.0	12.1	
Average annual salary	Yen		6,805,043	6,931,733	7,147,558	7,628,616	Calculated for the period between April and March for each fiscal year
Number of temporary workers	Persons		69	63	62	52	As of end of fiscal year
Number of foreign workers	Persons		0	2	2	1	As of end of fiscal year
Hiring of new graduates	Total	Persons	17	14	15	22	Each number is as of April 1 of the following fiscal year
	Male	Persons	7	6	7	16	
	Female	Persons	10	8	8	6	
Ratio of female new graduates hired	%		58.8	57.1	53.3	27.3	
Mid-career recruitment	Total	Persons	72	72	40	78	As of end of fiscal year: regular employees only
	Male	Persons	31	43	21	41	
	Female	Persons	41	29	19	37	
Turnover	Total	Persons	14	22	24	26	As of end of fiscal year: regular employees only
	Male	Persons	11	12	14	7	
	Female	Persons	4	10	12	18	
Turnover rate	Total	%	1.6	2.3	2.4	2.6	Regular employees only
Stability of new graduates hired	Total	Persons	15/17	13/15	17/17	15/17	2020: New graduates hired in April 2018 in the Company's employ as of April 2021
	Male	Persons	8/8	7/8	9/9	6/7	2021: New graduates hired in April 2019 in the Company's employ as of April 2022
	Female	Persons	7/9	6/7	8/8	9/10	2022: New graduates hired in April 2020 in the Company's employ as of April 2023 2023: New graduates hired in April 2021 in the Company's employ as of April 2024
Managers	Total	Persons	250	271	278	307	Each number is as of April 1 of the following fiscal year
	Male	Persons	199	215	214	240	
	Female	Persons	51	56	64	67	
of which General Managers or higher positions	Total	Persons	55	59	52	61	Each number is as of April 1 of the following fiscal year
	Male	Persons	52	54	48	57	
	Female	Persons	3	5	4	4	
Officers	Total	Persons	31	30	33	32	Each number is as of April 1 of the following fiscal year Includes executive officers and corporate associates
	Male	Persons	25	25	27	26	
	Female	Persons	6	5	6	6	
Ratio of female managers	%		20.4	20.7	23.0	21.8	Each number is as of April 1 of the following fiscal year
Of which, section manager class	%		24.6	24.1	26.5	25.6	Each number is as of April 1 of the following fiscal year
Of which, general manager class	%		5.5	8.5	7.7	6.6	Each number is as of April 1 of the following fiscal year
Employees promoted to management positions	Total	Persons	24	18	21	20	Each number is as of April 1 of the following fiscal year
	Male	Persons	15	13	11	17	
	Female	Persons	9	5	10	3	
Ratio of female leaders (leaders: managerial position + group leader)	%		26.4	26.1	29.3	28.5	Each number is as of April 1 of the following fiscal year
Ratio of working mothers among all female employees	%		35.4	34.5	36.3	37.1	As of the end of each fiscal year

		Unit	FY2020	FY2021	FY2022	FY2023	Remarks (coverage, data tabulation period, tabulation method)
Ratio of working mothers who are in managerial positions		%	6.8	9.6	11.0	12.6	As of the end of each fiscal year
Employees with disabilities		Persons	18	20	21	19	As of end of fiscal year
Percentage of employees with disabilities		%	2.37	2.42	2.54	2.21	As of end of fiscal year
Achievement of statutory employment rate		%	97.4	105.2	110.4	96.1	As of end of fiscal year
Employees using maternity leave at childbirth		Persons	19	18	18	24	Number of employees who started maternity leave during each fiscal year
Employees using childbirth leave		Persons	7	5	7	3	Celebration leave available for spouses giving birth/ Number of employees using this leave during each fiscal year
Employees using childcare leave	Total	Persons	30	36	47	36	Number of employees who started childcare leave during each fiscal year
	Male	Persons	13	18	24	18	
	Female	Persons	17	18	23	18	
Ratio of employees who returned to work after childcare leave		%	100	100	100	100	Actual number of employees who returned to work after childcare leave ÷ (employees who returned to work after childcare leave for the fiscal year + retirees)
Number of employees who used shortened working hours for childcare	Total	Persons	82	82	90	98	Number of employees who used shortened working hours for childcare during each fiscal year
	Male	Persons	0	0	1	0	
	Female	Persons	82	82	89	98	
Number of employees who took nursing care leave	Total	Persons	0	0	0	0	
	Male	Persons	0	0	0	0	
	Female	Persons	0	0	0	0	
Ratio of employees who took paid leave		%	67.8	73.9	79.8	78.8	Calculated based on the period between January and December (per person average)
Total annual working hours		Hours	1,689	1,801	1,826	1,826	Calculated based on the period between April and March (per person average)
Overtime working hours		Hours	136	153	177	188	Calculated based on the period between April and March (per person average)
Average monthly overtime per employee		Hours	10.4	12.3	14.6	15.3	Calculated based on the period between April and March
Cost of education per person		Yen	29,838	35,122	39,730	40,016	Number of employees in 2023 (as of March 31, 2024): 1,054
Training period per person		Hours	10.1	11.8	12.2	10.6	Number of employees in 2023 (as of March 31, 2024): 1,054
Engagement score			70	72	72	71	2020 (February 2021), 2021 (March 2022), 2022(March 2023), 2023 (March 2024)
Number of occupational accidents		Cases	1	2	2	1	Including accidents while commuting
Number of employees who took mental health leave		Persons	9	5	5	10	Number of employees who took mental health leave during the period between April and March (number of persons who took mental health leave even for one day)
Regular health check-ups uptake rate		%	100	100	100	100	
Follow-up examination rate		%	100	100	100	100	Re-examination and detailed examination rate from health checkup results
Breast cancer screening uptake rate		%	99.1	98.2	91.6	94.2	
Cigarette smoking rate		%	13.6	13.2	11.9	12.6	
Stress check rate		%	96.0	98.5	93.6	97.4	Ricoh Group employees as of July 1 (Ricoh San'ai Health Insurance Association members)
Uterine cancer screening uptake rate		%	94.4	97.9	86.6	75.8	
Presenteeism			—	70	72	A	2020/2021: Engagement score data; 2023: Wfun data
Absenteeism			—	1.5	2.8	1.3	Average number of days used for sick leave system for all employees
Number of employees who took volunteer leave and who used the system of leave		Persons	0	0	2	3	
Number of persons who participated in volunteer activities		Persons	12	17	52	66	Total number of persons
Social contribution activities expenditures		Yen	4,200,000	5,030,000	37,701,320	78,521,967	Donations, etc., under the Abundant Future Reserve system from 2022



## Governance

		Unit	FY2020	FY2021	FY2022	FY2023	
Board of Directors	Number of meetings held	Times	12	14	14	14	Fiscal year (April–March)
	Number of directors	Persons	13	13	13	13	Number of directors after the Ordinary General Meeting of Shareholders
	of which number of independent outside directors	Persons	7	8	8	8	
	Average attendance rate of directors	%	100	100	100	100	Directors who were in office during the fiscal year (April–March)
Audit & Supervisory Committee*	Number of meetings held	Times	18	22	23	23	Fiscal year (April–March)
	Number of directors who concurrently serve as Audit & Supervisory Committee members	Persons	3	3	3	3	Number of directors who were Audit & Supervisory Committee members after the Ordinary General Meeting of Shareholders
	of which number of independent outside directors	Persons	2	3	3	3	
	Average attendance rate of Audit & Supervisory Committee members	%	100	100	100	100	Audit & Supervisory Committee members who were in office during the fiscal year April–March)
Actual officer remuneration paid		Million yen	259	228	228	219	Fiscal year (April–March)
Number of inquiries to the internal whistle-blowing and consultation desk		Cases	3	2	2	7	Fiscal year (April–March)
Rate of participation in e-learning about compliance		%	100	100	100	100	
Rate of participation in e-learning about information security		%	100	100	100	100	

\* Effective June 24, 2020, the Company has transitioned from a company with a board of corporate auditors to a company with an audit and supervisory committee. The number of (independent outside) directors and the number of directors who are Audit & Supervisory Committee members displayed for fiscal 2020 are as of after this transition. The number of meetings of the Audit & Supervisory Committee and the average attendance rate for fiscal 2020 include those of the Board of Corporate Auditors.

### Participation in external initiatives

- Global Compact Network Japan
- Keidanren Initiative for Biodiversity Conservation
- Council for Better Corporate Citizenship
- Keidanren Committee on Nature Conservation
- TCFD Consortium
- RE Action – Declaring 100% Renewable
- Principles for Financial Action for the 21st Century

### External evaluations of sustainability

**Certified as a Health & Productivity Management Outstanding Organization (Large Enterprise Category)**

For the eighth year in a row, Ricoh Leasing has been recognized by the Ministry of Economy, Trade and Industry and the Nippon Kenko Kaigi as a 2024 Certified Health & Productivity Management Outstanding Organization in the Large Enterprise Category.

**Received Silver in the PRIDE Indicator 2023**

The Company was granted Silver in the PRIDE Indicator, which the voluntary association “work with PRIDE” uses to rate initiatives related to LGBT and other sexual and gender minorities. (Received Bronze for three consecutive years from 2018, and Silver for two consecutive years from 2021.)

**Selected for CDP SER2023 Received A- rating in CDP Climate Change Report 2023**

The Company received the highest rating in the Supplier Engagement Rating by CDP, an international non-profit organization. In addition, it received a leadership level A- rating in the Climate Change Report 2023.

**Acquired Eruboshi certification based on the Act on the Promotion of Female Participation and Career Advancement in the Workplace**

The Company has been granted Eruboshi certification by the Minister of Health, Labour and Welfare as a Company with excellent efforts to promote women's participation. In this certification, we received Grade 3, the highest rank of the three possible grades assigned based on the number of evaluation items satisfied.

**Selected as a constituent stock of the FTSE Blossom Japan Index**

Selected by global index firm FTSE Russell as a constituent stock of this index that measures the performance of Japanese companies that demonstrate strong Environmental, Social and Governance (ESG) practices.

**Selected as a constituent stock of the FTSE Blossom Japan Sector Relative Index**

The Company was selected by FTSE Russell, a global index provider, for an index that reflects the performance of Japanese companies with excellent ESG responsiveness in their respective sectors.

**Rated 3.5 stars in Nikkei SDGs Management Survey**

The Company received a 3.5-star rating in the Nikkei SDGs Management Survey for 2023, a survey run by Nikkei Inc., which evaluates companies in initiatives that contribute to achieving the SDGs.

**Acquired Platinum Kurumin certification**

Based on the Act on Advancement of Measures to Support Raising Next-Generation Children, the Ministry of Health, Labour and Welfare (MHLW) has granted us Platinum Kurumin certification as a company that has made progress in the use of systems to support work-life balance and that has implemented a high level of initiatives.